



**MINIMUM REQUIREMENTS FOR OBTAINING A CERTIFICATE OF COMPETENCY
FOR MANUFACTURING PRECAST CONCRETE PRODUCTS CHECKLIST #0320**

- ☐ Application (green) and proper filing fee to the Product Control Section, Miami-Dade County.
- ☐ Quality Control Program. As a minimum, the following items shall be included in the Quality Control Program:
 - a. Shop drawings of typical products,
 - b. Typical details of embeds and connections,
 - c. Material Specifications, e.g., concrete mix design, reinforcing steel, cast-in-anchors, grout, and certified material test reports,
 - d. Describe manufacturing procedures,
 - e. Indicate where products are produced,
 - f. Typical production and installation drawings,
 - g. If applicable, list certified welders in the operation (provide copy of each welder's certificate),
 - h. Describe product delivery, handling, and storage at job site,
 - i. Indicate if your company subcontracts the installation or erection of your product,
 - k. If so, provide information on proper handling and bracing at time of erection, and
 - j. Describe the plant's safety program and employee training in quality control.
- ☐ Each unit must be identified with the name of the manufacturer.
- ☐ Provide a sample of the identification, and describe where it will be located.
- ☐ Design engineering drawings, production and quality control reports must be kept as part of your records for not less than five (5) years. Provide a statement that this will be done.
- ☐ Provide a letter stating that the products meet all applicable sections of the latest Miami-Dade County Edition of the South Florida Building Code.
- ☐ Having shown compliance, Miami-Dade County Product Control Division will provide a final inspection prior to issuing a Certificate of Competency.
- ☐ Initial Inspection performed on _____, by _____